

**Minutes**

1. Opening Remarks & Introductions

- Janet Kenny MDT
- Mark Keefe MDT
- Becky Giono DOJ-MVD
- David Jacobs MDT
- Patricia Burke MDT
- Major Robert Armstrong MHP
- Alyssa Johnson DPHHS
- Lisa Mader Courts
- John Westerhold NHTSA
- Terry Mullins DPHHS
- Dan Bisom MDT
- Bill Tuck MDT
- Ed Ereth MDT
- Captain Chan Barry MHP
- Pam Langve-Davis MHP
- Hannah Yang DPHHS

2. Review/approve/edit minutes from June 23, 2021 meeting

- Becky Giono’s comments have been added
- No other comments, minutes approved
- Janet Kenny provided an introduction to the TRCC for Captain Barry, as requested by Major Armstrong

3. Financial Statement - Bill Tuck and Janet Kenny

- TRCC receives roughly \$ 350,000 annually
- There is currently a back log of funds
- Lapsing funds – trying to spend older money before it lapses. Working with NHTSA to establish plan for dealing with large funding balance. NHTSA has established that funding for a new TRCC Strategic Plan is not an option. NHTSA has proposed TRCC participate in a full STRAP assessment, hosting a strategic planning workshop to gather ideas from neighbor states (WA, OR, AK, ID), and enlisting the help of a NHTSA GO Team. MT’s preference is planning workshop.
- Alyssa Johnson reported on the Driller project. Roll out of Driller and user training began in early September. Driller project funding may not be submitting any more invoices.
- Lisa Mader – Courts have finished Phase 1 of the second Courts JCRS work. Second phase of this project is ongoing and expect to invoice work early in 2022

4. Action items

5. Traffic Records Project Updates

- WBCR – MHP
  - Training **continuing**
- MVD
  - JCRS – **project has been cancelled by MVD**
  - **TRCC continues working with MVD**
- MDT
  - Road Information System **is now online, no report update at meeting**
    - Mike Warren
- DPHHS

## 6. New Business

### a. DPHHS – Terry Mullins

- EMS Reports Training

1. **Montana now has an EMS registry compliant with national requirements**
2. **DPHHS working to link EMS and Trauma databases**
3. **Have found that EMS data quality and completeness are somewhat lacking in order to move forward**
4. **Proposing to work directly (via contractor) with EMS agencies to train EMS personnel in using the new reporting system more effectively. Better data input and user use of EMS database will enable DPHHS and EMS agencies to develop and implement performance improvement tools. Currently, DPHHS does not have the staff to implement necessary performance improvements.**
5. **DPHHS is proposing a 2 year effort to provide the education and training of EMS agencies.**
  - a. **ACTION: TRCC voted to move forward with funding the proposal, contingent on NHTSA review and approval.**

### b. Fatal Analysis Reporting System (FARS) support – Janet Kenny

1. **Under a cooperative agreement with FARS/NHTSA, the TRCC provide financial support for Montana’s FARS activities.**
2. **MDT is asking that the TRCC provide \$ 55,000 per year for the next five years.**
  - a. **ACTION: TRCC voted to move forward with funding this proposal, contingent on NHTSA review and approval.**

## 7. Around the table

- Patricia Burke – Currently testing new software for safety analysis and database. This project will go online by the end of 2021
- Terry Mullins – DPHHS has covid funding, at \$ 1,000,000 to replace EMS agencies tablets and access fees
- Lisa Mader – will look for invoice for the Courts first JCRS project (this project was funded completed, mk)
- Janet Kenny - next meeting is December 8, 2021, and will meet at 9:00 AM



## **TRCC Meeting**

September 22, 2021

- Next Meeting – December 8, 2021 9:00-10:00

Upcoming meetings 2021-2022

- December 8, 2021
- March 2, 2022



TRAFFIC RECORDS COORDINATING COMMITTEE  
FINANCIAL STATEMENT  
WEDNESDAY, SEPTEMBER 22, 2021

<u>A</u>		<u>B</u>		<u>C</u>		<u>D</u>	
<b>FUNDING:</b>		<u>Oligated</u>					
		<b>405c Funding</b>					
MAP-21			138,106.06				
FAST Act			1,050,985.44				
Carryforward			<b>1,189,091.50</b>				
		<b>Current Year</b>		<b>Distribution Pending</b>		<b>Awarded</b>	
Oligated			<b>318,888.46</b>	-		<b>318,888.46</b>	
<b>Federal Funds Oligated</b>			<b>1,507,979.96</b>			<b>1,507,979.96</b>	
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<b>Active Projects:</b>							
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
MDT Traveler Information Webpage			318,373.84		285,966.81		32,407.03
CTS# 110337	MDT Indirect	0.00%	-	0.00%	-		-
			<b>318,373.84</b>		<b>285,966.81</b>		<b>32,407.03</b>
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
DOJ Web Crash Trainer			26,872.00		5,502.43		21,369.57
CTS# 111234	MDT Indirect	10.99%	2,953.23	10.99%	579.23		2,374.00
			<b>29,825.23</b>		<b>6,081.66</b>		<b>23,743.57</b>
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
Trauma Registry			24,115.00		19,148.14		4,966.86
DPHHS Trauma Diller Module	MDT Indirect	10.99%	2,650.24	10.99%	1,972.33		677.91
CTS# 111502			<b>26,765.24</b>		<b>21,120.47</b>		<b>5,644.77</b>
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
DOJ-MVD Upgrade JCRS System			10,000.00		-		10,000.00
(Judicial Court Reporting System - IJIS Broker)	MDT Indirect	10.99%	1,099.00	10.99%	-		1,099.00
CTS# 111560			<b>11,099.00</b>		<b>-</b>		<b>11,099.00</b>
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
DOJ-Courts Upgrade JCRS System			30,000.00		-		30,000.00
(Judicial Court Reporting System - IJIS Broker)	MDT Indirect	10.99%	3,297.00	10.99%	-		3,297.00
CTS# 111561			<b>33,297.00</b>		<b>-</b>		<b>33,297.00</b>
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
DOJ-MHP Upgrade JCRS System 2			16,800.00		-		16,800.00
(Judicial Court Reporting System)	MDT Indirect	10.99%	1,846.32	10.99%	-		1,846.32
CTS# 111731			<b>18,646.32</b>		<b>-</b>		<b>18,646.32</b>
<b>Project Totals</b>			<b>438,006.63</b>		<b>313,168.94</b>		<b>124,837.69</b>
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<b>Traffic Records Administration:</b>							
		<u>Budget</u>		<u>Expenditures</u>		<u>Balance</u>	
Salaries & Benefits			92,000.00		73,043.66		18,956.34
Conferences/Seminars			250.00		-		250.00
	MDT Indirect	10.99%	10,138.28	10.99%	7,942.44		2,195.84
Traffic Records Administration Total			<b>102,388.28</b>		<b>80,986.10</b>		<b>21,402.18</b>
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<b>GRAND TOTAL</b>			<b>540,394.91</b>		<b>394,155.04</b>		<b>146,239.87</b>
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		<u>Uncommitted Balance</u>		<u>Oligated Funds Remaining</u>		<u>Awarded Funds Remaining</u>	
<b>Balance for Future Projects</b>			<b>967,585.05</b>		<b>1,113,824.92</b>		<b>1,113,824.92</b>